



**DEPARTMENT OF THE ARMY**  
**UNITED STATES ARMY INTELLIGENCE CENTER AND FORT HUACHUCA**  
**FORT HUACHUCA, ARIZONA 85613-6000**

REPLY TO  
ATTENTION OF

ATZS-CG (210-50)

20 March 2002

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: POLICY 126 -- Fort Huachuca Unit Sponsorship Program for Family Housing**

**1. References.**

- a. AR 210-50, Housing Management, 26 Feb 1999.
- b. Fort Huachuca Pamphlet 210-2, 19 Jun 2000, Fort Huachuca Family Housing Units (found on the Internet at following URL <http://huachuca-www.army.mil/USAG/DIS/housing2.htm#respon>)

2. Purpose. This policy establishes the installation guidelines for unit commanders to use in setting up their individual programs. Units must be deeply involved in any and all Quality of Life (QOL) issues with regard to the housing area(s) they sponsor. The objective for the program is to create an atmosphere encouraging unit commanders to sponsor events and initiatives that will lead to Fort Huachuca becoming a true Community of Excellence. A few example events might be Town Hall Meetings, Block Parties, Neighborhood Picnics, Projects to Clean or Beautify the Housing Area, Yard of the Month and/or Quarter Competitions, Best Decorated House for various holidays, etc. The program must promote community involvement by encouraging residents to take part in community activities that will ensure the QOL, area cleanliness and beautification, and the health and welfare of the families residing on Fort Huachuca. It will enhance communications between the command and the housing residents by establishing an efficient channel to inform appropriate officials of community problems and to plan, coordinate and direct actions to meet community needs. Use your imagination to bring your program to life!

3. Scope. This policy applies to all unit sponsors participating in the Fort Huachuca Unit Sponsorship Program for Family Housing.

- a. Commander, Fort Huachuca Medical Command (MEDDAC) sponsors Coronado Village 1 Housing Area and the DeAnza Village Housing Area.
- b. Commander, 11<sup>th</sup> Signal Brigade sponsors the Bonnie Blink, Cavalry Park, and Signal Village Housing Areas.

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c. Commander, 111<sup>th</sup> Military Intelligence Brigade sponsors the Pershing Plaza East and West and the Miles Manor 1 and 2 Housing Areas.

d. Commander, 112<sup>th</sup> Military Intelligence Brigade sponsors the Miles Manor 3 and 4 and the Gatewood 1, 2 and 3 Housing Areas.

e. Commander, US Army Garrison sponsors the Coronado Village 2 and Gatewood 4 Housing Areas

4. Responsibilities:

a. The Garrison Commander will:

(1) Exercise executive supervision of the Fort Huachuca Unit Sponsorship Program for Family Housing for the Commanding General.

(2) Ensure the full support of appropriate Garrison organizations (Directorate of Community Activities, Directorate of Installation Support, Directorate of Public Safety, Directorate of Installation Operations, Directorate of Information Management, and the Public Affairs Office) to the Fort Huachuca Unit Sponsorship Program for Family Housing.

(3) Plan and execute a “Yard of the Year” recognition program for the installation commander selected from the winners of the units “Yard of the Month” program.

(4) Act as point of contact (POC) for soliciting awards and incentives from installation and community support agencies (Army and Air Force Exchange Services, Directorate of Community Activities, Defense Commissary Agency and the Sierra Vista Chamber of Commerce) for monthly winners from each area.

b. Commanders of sponsoring units will:

(1) Plan and execute a “Yard of the Month” recognition program. Winners of the “Yard of the Month” will advance to Garrison “Yard of the Year” competition.

(2) Establish and maintain a program that meets the objective stated in paragraph two of this policy.

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- (3) Serve as the focal point for protecting the rights and QOL of the community residents.
  - (4) Appoint an Area Coordinator (must have at least one year retainability) to support their assigned community. The area coordinator will also serve as a liaison between the area commander and an elected Community Mayor if you choose to have one.
  - (5) Mediate disputes between your Area Coordinator and another area resident.
  - (6) Coordinate directly with the Military Police regarding discipline, law and order, crime prevention, and physical security within the assigned community.
  - (7) Conduct daily inspections and police calls of assigned housing areas.
  - (8) Provide the following assistance to Area Coordinators:
    - (a) Help resolve issues within housing areas.
    - (b) Meet regularly with Area Coordinators to determine what assistance, if any is required.
    - (c) Assist in planning and coordinating regular Town Hall meetings.
    - (d) Promote and participate in community events in assigned housing areas. Mission permitting, assist with unit personnel and equipment to help plan, publicize and carry out those same community events. The Staff Judge Advocate Office must approve any use of appropriated funds or the IMPAC credit card.
- b. Area Coordinators will:
- (1) Understand and help enforce the regulatory guidance contained in Fort Huachuca Pamphlet 210-2.
  - (2) Conduct weekly drive through inspections of area of responsibility.
  - (3) Report residents for repetitive (two weeks in a row) noncompliance with FH Pam 210-2 to the family housing office for appropriate administrative actions.

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- (4) Act as the sponsoring unit's POC for community residents.
  - (5) If volunteer Community Mayor is established, advise him/her and assist as necessary in communicating with staff agencies concerning community improvements or activities.
  - (6) Assist in planning and conducting community activities and special events.
  - (7) Assist in amicably resolving disagreements between community residents.
  - (8) Attempt to solve issues at the lowest possible level.
  - (9) Ensure that complaints, problem cases, and cases of civilian misconduct are directed to the Unit Sponsor and other appropriate agencies (i.e. Provost Marshal, Family Housing, etc.).
  - (10) Refer complaints from residents that cannot be resolved informally to the Family Housing Manager who will conduct an investigation pursuant to AR 210-5-0, paragraph 8-6, dated 26 February 1999.
- d. Volunteer (or elected) Mayors, if used, will:
- (1) Serve as a conduit between the community residents and the Area Coordinator and commander of sponsoring unit.
  - (2) Ensure that the Area Coordinator is aware of any complaints, problem cases, or cases of civilian misconduct that occur in your area.
  - (3) Submit ideas for community activities or special events through the Area Coordinator to the Sponsoring Commander for approval.
  - (4) Plan and conduct approved community activities or special events.
5. The proponent for this policy is the Garrison Command Sergeant Major, 533-1100.

Encl  
Housing Area Map

///original signed///  
JAMES A. MARKS  
Brigadier General, USA  
Commanding

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# UNIT SPONSORSHIP AREAS

